

October 13, 2004

MUNI # 14014
BERNADINE ZANDLER, CLERK
TOWN OF ELBA
W12014 JOHNSON RD
COLUMBUS, WI 53925

Dear Municipal Official:

We have reviewed your ordinance for the municipal adoption of the Uniform Dwelling Code (UDC) and found it acceptable. You may begin enforcing the UDC per its administration and enforcement requirements of Ch. Comm 20, for all new one- and two-family dwellings as well as new alterations and additions to dwellings originally built since June 1, 1980. Note that all inspections must be performed by properly certified inspectors.

Merely as a suggestion, you may want to consider adding a dollar limit to section 1.6. You may want to say something like, "If a person alters a building in excess of (say, \$1,000 or \$5,000) value in any twelve month period..." Many municipalities have found this helpful in removing any confusion on whether a permit is required for a very small remodeling project.

Enclosed is an order form for purchasing forms and UDC seals, one of which must be assigned to each new dwelling. (Please note your municipality number above when completing the order form.) The yellow copy of the building permit application, on which the seal number is indicated, must be forwarded to us within 30 days of issuance.

Feel free to contact me if you have any questions.

Sincerely,

Duane Hubeler
UDC Consultant
Tel. (608)266-1390

ENCL.